

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE PEYTON FIRE PROTECTION DISTRICT HELD NOVEMBER 11, 2014

A Regular Meeting of the Board of Directors of the Peyton Fire Protection District (referred to hereafter as "Board") was held on Tuesday, the 11th day of November, 2014, at 6:30 p.m. at the Peyton Fire Protection District Fire Station, 13665 Railroad Street, Peyton, Colorado 80831. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Leon Gomes
Patrick Palacol
Sharon Brown
Doug Ellis

Following discussion, upon motion duly made by Director Ellis, seconded by Director Brown and, upon vote, unanimously carried, the absence of Director Stoddard was excused.

Also In Attendance Were:

Chuck Omdahl, Chief; Peyton Fire Protection District

Chris Evans, Cole Ellis, Dan Snelling, and Tyler Rohr; Firefighters

PLEDGE OF ALLEGIANCE

Pledge of Allegiance: Director Gomes led the Pledge of Allegiance with the Board.

DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

Disclosure of Potential Conflicts of Interest: The Board discussed the requirements pursuant to the Colorado Revised Statutes to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Board of Directors and to the Secretary of State. Mr. Gomes noted that conflicts were filed for applicable Directors at least 72 hours prior to the meeting. Mr. Gomes also noted that a quorum was present and requested members of the Board to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting. No further conflicts were noted.

RECORD OF PROCEEDINGS

ADMINISTRATIVE MATTERS

Agenda: Mr. Gomes reviewed the proposed agenda for the District's Regular meeting.

Following discussion, upon motion duly made by Director Palacol, seconded by Director Ellis and, upon vote, unanimously carried, the Agenda was approved, as presented.

Minutes: The Board reviewed the Minutes from the October 12, 2014 Regular Meeting.

Following discussion, upon motion duly made by Director Brown, seconded by Director Palacol and, upon vote, unanimously carried, the Minutes from the October 12, 2014 Regular Meeting were approved, as presented.

Manager's Report: There was no discussion about the Manager's Report.

District Website: The Board discussed the need for photos to post on the District website.

2015 Meeting Dates: The Board entered into discussion regarding 2015 meeting dates.

Following discussion, upon motion duly made by Director Ellis, seconded by Director Brown and, upon vote, unanimously carried, the Board determined to hold regular meetings in 2015 on the second Tuesday of every month at 6:30 p.m. at the Peyton Fire Protection District Fire Station, 13665 Railroad Street, Peyton, Colorado 80831.

PUBLIC COMMENT

Public Comment: There was no public comment.

FINANCIAL MATTERS

Claims: The Board considered the approval of the payment of claims for the period ending November 11, 2014 in the amount of \$46,756.65.

Following review and discussion, upon motion duly made by Director Brown, seconded by Director Ellis and, upon vote, unanimously carried, the Board approved the payment of claims for the period ending November 11, 2014, as presented.

RECORD OF PROCEEDINGS

Unaudited Financial Statements: The Board reviewed the unaudited financial statements for the periods ending October 31, 2014.

Following discussion, upon motion duly made by Director Ellis, seconded by Director Brown and, upon vote, unanimously carried, the Board accepted the unaudited financial statements for the periods ending October 31, 2014, as presented.

2015 Budget Hearing: The President opened the public hearing to consider the proposed 2015 Budget and discuss related issues.

It was noted that publication of Notice stating that the Board would consider adoption of the 2015 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to this public hearing.

No public comments were received and the public hearing was closed.

Mr. Gomes reviewed the estimated 2014 expenditures and the proposed 2015 expenditures.

Following discussion, the Board considered the adoption of the Resolutions to Adopt the 2015 Budget and Appropriate Sums of Money and to Set Mill Levies, for the General Fund at 6.130 mills and the Debt Service Fund at 0 mills, for a total mill levy of 6.130 mills, upon motion duly made by Director Ellis, seconded by Director Brown and, upon vote, unanimously carried, the Resolutions were adopted, as discussed, and execution of the Certification of Budget and Certification of Mill Levies was authorized, subject to receipt of final Certification of Assessed Valuation from the County on or before December 10, 2014. Mr. Gomes was authorized to transmit the Certification of Mill Levies to the Board of County Commissioners of El Paso County and the Division of Local Government, not later than December 15, 2014. Mr. Beckman was also authorized to transmit the Certification of Budget to the Division of Local Government not later than January 30, 2015. Copies of the adopted Resolutions are attached to these minutes and incorporated herein by this reference.

DLG-70 Mill Levy Certification Form: The Board considered authorizing the District Accountant to prepare and sign the DLG-70 Mill Levy Certification form for certification to the Board of County Commissioners and other interested parties.

RECORD OF PROCEEDINGS

Following discussion, upon motion duly made by Director Brown, seconded by Director Palacol and, upon vote, unanimously carried, the Board authorized the District Accountant to prepare and sign the DLG-70 Mill Levy Certification form for certification to the Board of County Commissioners and other interested parties.

OFFICER REPORTS/ ANNOUNCEMENTS

Fire Chief: Nothing to report.

President: Nothing to report.

Vice President: Nothing to report.

Secretary: Nothing to report.

Treasurer: Nothing to report.

Director: Nothing to report.

LEGAL MATTERS

Ambulance Services Agreement between the District and El Paso County Emergency Services Agency: The Board deferred this matter to the December meeting.

Cistern Installation Project: The Board entered into discussion regarding the cistern installation project. It was noted that installation is to begin the week of November 17, 2014, and will be completed on December 8, 2014. It was also noted that the official dedication will be conducted on December 1, 2, or 3, 2014.

Strategic Planning: The Board deferred this matter to the December meeting.

OPERATIONS AND MAINTENANCE

Firefighter Recruitment Proposal: Assistant Fire Chief Nordeman presented to the Board.

Cistern Installation: Mr. Gomes reported that the Cistern Project is under way. Barnhart Pump Company has completed the initial soil inspection and no concerns were found. The tank will be delivered and installed during the week of November 17, 2014.

OTHER BUSINESS

Future Agenda Items: There was no discussion on this matter.

RECORD OF PROCEEDINGS

ADJOURNMENT

The President adjourned the meeting as there were no others business matters before the Board.

Respectfully submitted,

By 


Secretary for the Meeting

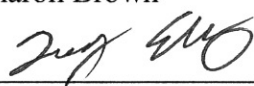
THESE MINUTES ARE APPROVED AS THE OFFICIAL NOVEMBER 11, 2014 MINUTES OF THE PEYTON FIRE PROTECTION DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:


Leon Gomes


Patrick Palacol

David Stoddard


Sharon Brown


Doug Ellis

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE PEYTON FIRE PROTECTION DISTRICT
TO ADOPT THE 2015 BUDGET AND APPROPRIATE SUMS OF MONEY

WHEREAS, the Board of Directors of the Peyton Fire Protection District ("District") has appointed the District Accountant to prepare and submit a proposed 2015 budget to the Board at the proper time; and

WHEREAS, the District Accountant has submitted a proposed budget to this Board on or before October 15, 2014, for its consideration; and

WHEREAS, upon due and proper notice, published or posted in accordance with the law, said proposed budget was open for inspection by the public at a designated place, a public hearing was held on November 11, 2014, and interested electors were given the opportunity to file or register any objections to said proposed budget; and

WHEREAS, the budget has been prepared to comply with all terms, limitations and exemptions, including, but not limited to, reserve transfers and expenditure exemptions, under Article X, Section 20 of the Colorado Constitution ("TABOR") and other laws or obligations which are applicable to or binding upon the District; and

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues so that the budget remains in balance, as required by law.

WHEREAS, the Board of Directors of the District has made provisions therein for revenues in an amount equal to or greater than the total proposed expenditures as set forth in said budget; and

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues provided in the budget to and for the purposes described below, as more fully set forth in the budget, including any inter-fund transfers listed therein, so as not to impair the operations of the District.

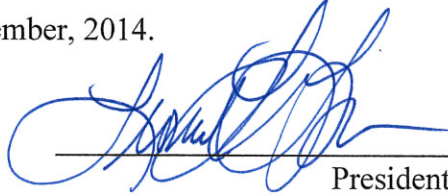
NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Peyton Fire Protection District:

1. That the budget as submitted, amended, and summarized by fund, hereby is approved and adopted as the budget of the Peyton Fire Protection District for the 2015 fiscal year.

2. That the budget, as hereby approved and adopted, shall be certified by the Secretary of the District to all appropriate agencies and is made a part of the public records of the District.

3. That the sums set forth as the total expenditures of each fund in the budget attached hereto as **EXHIBIT A** and incorporated herein by reference are hereby appropriated from the revenues of each fund, within each fund, for the purposes stated.

ADOPTED this 11th day of November, 2014.

A handwritten signature in blue ink, appearing to be "L. M. Smith", is written over a horizontal line.

President

(SEAL)



EXHIBIT A
(Budget)

PEYTON FIRE PROTECTION DISTRICT

2015 Budget Message

Introduction

The budget reflects the projected spending plan for the 2015 fiscal year based on available revenues. This budget provides for the general operation of the District and facilitation of capital project expenditures.

The District has an assessed value of \$31,759,030 and has certified a mill levy of 6.130 mills in 2014 for taxes payable in 2015.

The District was formed in September, 1988 for the purpose of providing firefighting services, using volunteer firefighters, to its residents in the northeast portion of El Paso County.

Budgetary Basis of Accounting

The District uses funds to budget and report on the financial position and results of operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain governmental functions. The various funds determine the total District budget. All of the District's funds are considered Governmental Funds and are reported using the current financial resources and the modified accrual basis of accounting. Revenues are recognized when they are measurable and available. Revenues are considered available when they are collectible within the current period. For this purpose, the District considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures, other than the interest on long-term obligations, are recorded when the liability is incurred or the long-term obligation paid.

Fund Summaries

General Fund is used to account for resources traditionally associated with government such as property taxes, specific ownership tax and expenditures which include District administration, legal services, and other expenses related to statutory operations of a local government. The General Fund's primary sources of revenue are property and specific ownership taxes.

Capital Projects Fund is used to account for revenues and facilitate expenditures for capital projects. The primary source of revenue is a transfer from the General Fund.

Pension Fund is used to account for assets held by the District in a trustee capacity or an agent for individuals. The funds are held by the Fire and Police Pension Association of Colorado. The pension fund is accounted for essentially the same as a proprietary fund.

Emergency Reserve

As required under Article X, Section 20 of the Colorado Constitution, the District has provided for an Emergency Reserve in the amount of 3% of the total fiscal year expenditures in the General Fund.

Peyton Fire Protection District
Assessed Value, Property Tax and Mill Levy Information

	2013 Adopted Budget	2014 Adopted Budget	2015 Adopted Budget
Assessed Valuation	\$ 31,281,410	\$ 31,594,210	\$ 31,759,030
Mill Levy			
General Fund	6.432	6.130	6.130
Debt Service Fund	0.000	0.000	0.000
Temporary Mill Levy Reduction	0.000	0.000	0.000
Refunds and Abatements	0.026	0.000	0.000
Total Mill Levy	<u>6.458</u>	<u>6.130</u>	<u>6.130</u>
Property Taxes			
General Fund	\$ 201,202	\$ 193,673	\$ 194,683
Debt Service Fund	-	-	-
Temporary Mill Levy Reduction	-	-	-
Refunds and Abatements	813	-	-
Actual/Budgeted Property Taxes	<u>\$ 202,015</u>	<u>\$ 193,673</u>	<u>\$ 194,683</u>

Peyton Fire Protection District

GENERAL FUND

2015 ADOPTED BUDGET

with 2013 Actual, 2014 Adopted Budget and 2014 Estimate

	2013 Actual	2014 Adopted Budget	2014 Estimate	2015 Adopted Budget
Beginning Fund Balance	181,683	140,432	208,018	195,075
Revenue				
Property Tax Revenue	202,080	193,673	193,673	194,683
Specific Ownership Taxes	21,735	19,367	19,500	20,300
Interest Income	1,190	1,000	1,000	1,000
Grants	17,255	3,000	3,200	-
Other Income	1,321	500	500	500
Donations	2,000	2,000	-	-
Total Revenue	245,581	219,540	217,873	216,483
Total Funds Available	427,264	359,972	425,891	411,558
EXPENDITURES				
ADMINISTRATION				
Accounting	6,995	12,600	12,600	13,100
Audit	4,625	500	63	500
Election	-	3,000	647	-
Insurance-Liability	7,449	7,672	7,894	8,350
Insurance-Auto	645	665	665	665
Insurance-Worker's Comp	1,377	1,418	2,546	2,600
Legal	7,729	5,500	7,000	5,500
County Treasurer's Fees	3,037	2,905	2,905	2,920
Management	6,567	12,600	25,000	26,000
Office Supplies	3,444	4,200	800	800
Bank Charges	32	100	50	100
Workshops	1,250	2,000	2,817	3,000
Professional Associations	497	500	791	1,000
Trade Publications	-	-	-	-
Recruiting and Retention	61	1,500	800	1,500
TOTAL ADMINISTRATIVE	43,709	55,160	64,578	66,035
Supplies and Equipment	6,331	2,500	20,000	2,500
Personal Protection Equipment	6,349	10,000	2,500	2,500
Prevention Supplies & Equip	-	500	500	500
Training	4,207	3,500	500	3,500
Medical Supplies	2,513	2,500	3,000	3,000
Health and Welfare	721	500	500	500
Vehicle Repair and Maintenance	10,494	7,800	7,800	7,800
Fuel	6,612	7,500	7,000	7,500
Communications, Supplies/Equip	17,778	3,000	2,000	3,000
Pager Service/Radio Usage	9,048	5,000	5,000	5,000
ERS Reporting Service	1,788	2,400	3,000	3,000
Bldg & Grounds\Supplies Mtce	4,083	5,000	1,500	5,000
Bldg & Grounds Equipment	2,726	1,500	-	1,500
Equipment & Storage Rental	1,175	900	780	800
Utilities	8,533	7,200	14,000	14,000
Contingency	1,186	50,000	-	50,000
TOTAL OPERATIONS	83,542	109,800	68,080	110,100

	2013 Actual	2014 Adopted Budget	2014 Estimate	2015 Adopted Budget
OTHER				
Donation Expenses	-	-	-	-
Grant Exp;enses	-	-	-	-
Interest Exp;ense	46	100	-	-
Transfer to Pension Fund	5,700	5,700	5,700	5,700
Transfer to Capital Fund	86,249	123,185	92,458	59,434
TOTAL OTHER EXPENSES	91,995	128,985	98,158	65,134
Emergency Reserve	-	4,868	-	5,284
Total Expenditures Requiring Appropriation	219,246	298,813	230,816	246,553
ENDING FUNDS AVAILABLE	\$ 208,018	\$ 61,159	\$ 195,075	\$ 165,005

Peyton Fire Protection District

CAPITAL PROJECTS FUND

2015 ADOPTED BUDGET

with 2013 Actual, 2014 Adopted Budget and 2014 Estimate

	2013 Actual	2014 Adopted Budget	2014 Estimate	2015 Adopted Budget
BEGINNING FUND BALANCE	29,470	-	30,726	-
REVENUE				
Transfer from General Fund	86,249	123,185	92,458	59,434
Interest Income	-	-	-	-
Grants	-	63,749	63,749	-
Proceeds Lease Purchase	-			
Total Revenue	86,249	186,934	156,207	59,434
Total Funds Available	115,719	186,934	186,933	59,434
EXPENDITURES				
Miscellaneous	-	-	-	-
Capital Expense	-	127,498	127,498	-
Engineering	-	-	-	-
Lease Purchase Principal Pmts	75,103	51,258	51,257	53,189
Lease Purchase Interest	9,889	8,178	8,178	6,245
Total Expenditures	84,993	186,934	186,933	59,434
Total Expenditures Requiring Appropriation	84,993	186,934	186,933	59,434
ENDING FUND BALANCE	\$ 30,726	\$ -	\$ -	\$ -

Peyton Fire Protection District

**PENSION FUND
2015 ADOPTED BUDGET
with 2013 Actual, 2014 Adopted Budget and 2014 Estimate**

	2013 Actual	2014 Adopted Budget	2014 Estimate	2015 Adopted Budget
BEGINNING FUND BALANCE	25,166 \$	26,608 \$	25,166 \$	26,608
REVENUE				
Transfer from General Fund	5,700	5,700	5,700	5,700
Investment Income	-	2,500	2,500	2,500
Unrealized Gain or (Loss)	-	-	-	-
Pension Matching Funds Grant	-	-	-	-
Other Income	-	-	-	-
Total Revenue	5,700	8,200	8,200	8,200
Total Funds Available	30,866	34,808	33,366	34,808
EXPENDITURES				
Pension Fund Expenses	-	600	458	600
Payments to Participants	-	1,200	600	1,200
Pension Contributions	5,700	5,700	5,700	5,700
Total Expenditures	5,700	7,500	6,758	7,500
Total Expenditures Requiring Appropriation	5,700	7,500	6,758	7,500
ENDING FUND BALANCE	\$ 25,166 \$	27,308 \$	26,608 \$	27,308

I, Leon Gomes, hereby certify that I am the duly appointed Secretary of the Peyton Fire Protection District, and that the foregoing is a true and correct copy of the budget for the budget year 2015, duly adopted at a meeting of the Board of Directors of the Peyton Fire Protection District held on November 11, 2014.

By:  _____
President

RESOLUTION NO. 2014 - 11 - 02

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE PEYTON FIRE PROTECTION DISTRICT
TO SET MILL LEVIES

WHEREAS, the Board of Directors of the Peyton Fire Protection District ("District") has adopted the 2015 annual budget in accordance with the Local Government Budget Law on November 11, 2014; and

WHEREAS, the adopted budget is attached to the Resolution of the Board of Directors to Adopt the 2015 Budget and Appropriate Sums of Money, and such budget is incorporated herein by this reference; and

WHEREAS, the amount of money necessary to balance the budget for general fund expenses from property tax revenue is identified in the budget; and

WHEREAS, the amount of money necessary to balance the budget for debt service fund expenses from property tax revenue is identified in the budget; and


NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Peyton Fire Protection District:

1. That for the purposes of meeting all general fund expenses of the District during the 2015 budget year, the District determined to levy mills upon each dollar of the total valuation for assessment of all taxable property within the District, as set forth in the budget, to raise the required revenue.

2. That for the purposes of meeting all debt service fund expenses of the District during the 2015 budget year, the District determined to levy mills upon each dollar of the total valuation for assessment of all taxable property within the District, as set forth in the budget, to raise the required revenue.

3. That the District Accountant of the District is hereby authorized and directed to immediately certify to the County Commissioners of El Paso County, Colorado, the mill levies for the District as set forth in the District's Certification of Tax Levies (attached hereto as **EXHIBIT A** and incorporated herein by reference), recalculated as needed upon receipt of the final certification of valuation from the County Assessor in order to comply with any applicable revenue and other budgetary limits.

ADOPTED this 11th day of November, 2014.


Secretary

(SEAL)



EXHIBIT A
(Certification of Tax Levies)

CERTIFICATION OF TAX LEVIES for NON-SCHOOL GovernmentsTO: County Commissioners¹ of El Paso County, Colorado.On behalf of the Peyton Fire Protection District,(taxing entity)^Athe Board of Directors(governing body)^Bof the Peyton Fire Protection District(local government)^C

Hereby officially certifies the following mills
to be levied against the taxing entity's GROSS \$ 31,759,030
assessed valuation of: (GROSS^D assessed valuation, Line 2 of the Certification of Valuation Form DLG 57^E)

Note: If the assessor certified a NET assessed valuation
(AV) different than the GROSS AV due to a Tax
Increment Financing (TIF) Area^F the tax levies must be
calculated using the NET AV. The taxing entity's total
property tax revenue will be derived from the mill levy
multiplied against the NET assessed valuation of:

\$ 31,759,030(NET^G assessed valuation, Line 4 of the Certification of Valuation Form DLG 57)

Submitted: 12/15/2014 for budget/fiscal year 2015
(not later than Dec. 15) (mm/dd/yyyy) (yyyy)

PURPOSE (see end notes for definitions and examples)**LEVY²****REVENUE²**

1. General Operating Expenses ^H	<u>6.130</u> mills	<u>\$194,683</u>
2. <Minus> Temporary General Property Tax Credit/ Temporary Mill Levy Rate Reduction ^I	< > mills	\$ < >
SUBTOTAL FOR GENERAL OPERATING:	6.130 mills	\$194,683
3. General Obligation Bonds and Interest ^J	_____ mills	\$ _____
4. Contractual Obligations ^K	_____ mills	\$ _____
5. Capital Expenditures ^L	_____ mills	\$ _____
6. Refunds/Abatements ^M	_____ mills	\$ _____
7. Other ^N (specify): _____	_____ mills	\$ _____
	_____ mills	\$ _____
TOTAL: [Sum of General Operating Subtotal and Lines 3 to 7]	6.130 mills	\$194,683

Contact person:
(print)Leon Gomes

Daytime

phone: (303) 987-0835

Signed:

Title: District Accountant

Include one copy of this tax entity's completed form when filing the local government's budget by January 31st, per 29-1-113 C.R.S., with the
Division of Local Government (DLG), Room 521, 1313 Sherman Street, Denver, CO 80203. Questions? Call DLG at (303) 866-2156.

¹ If the taxing entity's boundaries include more than one county, you must certify the levies to each county. Use a separate form
for each county and certify the same levies uniformly to each county per Article X, Section 3 of the Colorado Constitution.

² Levies must be rounded to three decimal places and revenue must be calculated from the total NET assessed valuation (Line 4 of
Form DLG57 on the County Assessor's final certification of valuation).

THIS SECTION APPLIES TO TITLE 32, ARTICLE 1 SPECIAL DISTRICTS THAT LEVY TAXES FOR PAYMENT OF GENERAL OBLIGATION DEBT (32-1-1603 C.R.S.). Taxing entities that are Special Districts or Subdistricts of Special Districts must certify separate mill levies and revenues to the Board of County Commissioners, one each for the funding requirements of each debt (32-1-1603, C.R.S.) Use additional pages as necessary. The Special District's or Subdistrict's total levies for general obligation bonds and total levies for contractual obligations should be recorded on Page 1, Lines 3 and 4 respectively.

CERTIFY A SEPARATE MILL LEVY FOR EACH BOND OR CONTRACT:

BONDS¹:

1.	Purpose of Issue:	_____
	Series:	_____
	Date of Issue:	_____
	Coupon Rate:	_____
	Maturity Date:	_____
	Levy:	_____
	Revenue:	_____
2.	Purpose of Issue:	_____
	Series:	_____
	Date of Issue:	_____
	Coupon Rate:	_____
	Maturity Date:	_____
	Levy:	_____
	Revenue:	_____
3.	Purpose of Issue:	_____
	Series:	_____
	Date of Issue:	_____
	Coupon Rate:	_____
	Maturity Date:	_____
	Levy:	_____
	Revenue:	_____
4.	Purpose of Issue:	_____
	Series:	_____
	Date of Issue:	_____
	Coupon Rate:	_____
	Maturity Date:	_____
	Levy:	_____
	Revenue:	_____

Use multiple copies of this page as necessary to separately report all bond and contractual obligations per 32-1-1603, C.R.S.